

Accreditation Steering Committee

August 30, 2011

3:30 p.m. – 5:00 p.m.

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Agenda

- 1) Review and approve August 23, 2011 minutes
- 2) Report on action items from August 23, 2011 meeting
 - Kirk: ASC and SharePoint
- 3) SEC update—Becky
- 4) **BOT accreditation report due to district by noon September 12 (please review the three quarterly reports from 2010-11 and the ACCJC rubrics sent Monday, August 29).**
- 5) Self Evaluation editor

.200 reassigned time or \$4,000 stipend (see SEC charge)

Selection process:

- Academic Senate puts out call with job description (*to be developed by ASC*)
- Academic Senate Executive Board interviews applicants.
- Two possibilities: Greg sits in with Exec (faster timeline) or interviews based on Exec. recommendation

Timeline:

- Editor receives Self Evaluation Study from SEC at December 6th ASC meeting
- Editor reviews and revises for single voice, accurate content, and consistency (*details to be developed by ASC*)
- Editor presents to ASC at February 7 or 14 or 28 meeting (which is best?)
- ASC posts for college community response (1-2 week response time)
- SEC subcommittees review college community responses and revises as needed (1-2 week response time)
- ASC submits to BOT accreditation committee: Rosemarie Bans, Stu Witt, Kay Meek (1-2 week response time)
- SEC revises as needed (1-2 weeks)
- ASC submits to district in early April for May meeting
- President/ALO presents to full BOT for its acceptance at May 3 meeting (at Cerro Coso)
- Graphics prints and mails to ACCJC and visiting team.

- 6) Survey status update—Joyce and Bonnie

Notes from Bonnie: Questions need to be in to me by the third week in September.

They need to tell me:

1. What info are they trying to find by the question, and

2. A draft of the question.

If we have any concerns we will contact them to clarify.

The survey will be sent out Sept 30

They will have 1 week to complete

The due date is Oct 6th

We will supply them with the resulting data. If they ask open ended questions, we will just supply the raw data and let them look for themes.

- 7) Student member—Joyce Ester
- 8) We need a subgroup to work on Integrated Program Review proposal: volunteers?
- 9) Problem-solving request: After the accreditation focus, I'd like ASC to help decide the best way to evaluate the planning processes. See the Planning Processes Timeline entries for April and May. This is part of Recommendation 1 from the previous self-study. Thus far, we have not evaluated the major planning processes in a systematic way. Ann
- 10) Adjourn - Next Meeting: Tuesday, September 13, 2011
3:30 p.m. – 5:00 p.m.
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